

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
August 22, 2018

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman Mr. Aaron Hopper at 10:00 a.m.

MEMBERS PRESENT

Mr. Fred Lamkey, Edinburg; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Steve Phillips, Mulberry Grove; Mr. David Powell, Hillsboro; Dr. Becky Schuchman, Carlinville; Dr. Wes Olson, Bond County; Mr. Aaron Hopper, Panhandle; Dr. Jennifer Garrison, Vandalia; Mr. Mike Shackelford, Brownstown; Ms. Melissa Ritter, Ramsey; Mr. Jason Bauer, Pana; Ms. Julie Healy, St. Elmo; Mr. Dave Meister, Morrisonville; Dr. Gregg Fuerstenau, Taylorville

OTHERS PRESENT

Mrs. Angela Armour, Director; Mrs. Lyn Becker, Administrator of Special Education Services; Mrs. Brandy Buske, Administrator of Special Education Services; Mrs. Michelle Rexroad, Business Manager; Mrs. Vickie Throne, Executive Secretary

Recognition of Visitors: None

MEMBERS ABSENT

Ms. Debbie Poffinbarger, Litchfield

CONSENT AGENDA

- Approval of Regular Session Minutes (May 16, 2018)
- Approval of Destruction of Executive Session Audio Recordings Older than 18 Months for Dec. 14, 2016 & Jan. 18, 2017
- Financial Report for FY18 and FY19
- Accounts Payable Review & Approval
  - MSSE = \$381,633.17 June 20 Regular Bills  
\$149,834.55 + \$9,226.32 June 25 Return of Assessments  
\$56,408.38 June 27 End of FY  
\$392,485.58 July 18 Regular Bills  
\$186,740.72 August 22 Regular Bills
  - BF/MSSE = \$5,186.80 June 20 Regular Bills  
\$3,053.29 June 27 End of FY  
\$4,530.70 August 22 Regular Bills
  - CR/MSSE = \$6,795.38 June 20 Regular Bills  
\$1,046.46 June 27 End of FY  
\$135.62 July 18 Regular Bills

- \$5,665.93 August 22 Regular Bills
- MCC/MSSE = \$12,648.32 June 20 Regular Bills
- \$37.50 End of FY
- \$1,158.81 July 18 Regular Bills

A motion made by Mr. Graham and seconded by Mr. Powell to approve the Consent Agenda, carried by a roll call vote of 15 yeas, 0 nays.

### DIRECTOR'S REPORT

Mrs. Armour reported that she attended several good sessions at the Directors' conference on July 31 and Aug. 1. Just prior to the pre-conference IDEA and State and Federal Special Education Funding sessions beginning, an email dated July 24<sup>th</sup> from the Executive Director of Special Education was received sharing information about a "procedural change" in allocating IDEA Flow-Through and Preschool Funds beginning in FY20. IDEA funds will be sub granted from the SEA directly to the LEAs instead of the special education cooperative. Sub granting beyond the first recipient will be impermissible. "The procedural change in funding distribution does not prohibit the use of special education cooperatives in providing special education and related services to IDEA-eligible students." In the Q & A, it is confirmed that each Illinois school district must complete and submit the IDEA grant application each year, may continue to use IDEA funds to purchase services from the cooperative, and indicated that at a minimum each cooperative must review its Articles of Agreement and policies and procedures making any needed revision. Mrs. Armour stated that we are already doing this related to reorganization. ISBE noted, "Special education cooperatives in Illinois are vital to many local school districts in the provision of special education services to student with disabilities." Mrs. Armour immediately shared the information with Robin Yockey and looks forward to talking with her during our upcoming audit. A group of directors are planning to meet in Sept., and Mrs. Rexroad has made contact with some cooperative business managers in a group she belongs to.

Mrs. Armour reported that last week, we received notice from ISBE that in July, they had conducted a survey of parents of children with disabilities in Litchfield in order to receive feedback regarding their perception of how schools facilitated their involvement as a means of improving services and results for children with disabilities. A 25 question survey was mailed to a representative sample of parents throughout the state. The results are used for the Annual Performance Report by the US Dept of Ed OSEP as well as the Illinois State Performance Plan Indicator 8. Litchfield surpassed the State Target and the State Average on this measure.

Mrs. Armour reported that we hosted another informational insurance meeting on June 5, 2018 for employees. Leo Hefner and Tom Dahncke from Egyptian Trust and Jim Baxter from Teachers Coalition of Health presented updates on reference based pricing, status of contracts with hospitals in our area, and answered questions. Six employees attended. In June, Mrs. Armour submitted information to PSIC for the feasibility study they are conducting regarding the possibility of offering health insurance. In the last 3 weeks, we have received a few calls concerning dated bills and prescription medication coverage changes that were effective July 1. Mrs. Armour has received and shared timely updates with the impacted employees. Mrs. Armour understands that there are now contracts with HSHS, Memorial, and Anderson/Maryville.

Mrs. Armour reported that we are blessed to have employees willing to share their expertise and time with our new staff members. Mrs. Armour extended special thanks to Katie Glenn, Tricia Kelley, BriAnn Langley, Nancy Roasio, and Scarlett Vanzo for serving as mentors this year to the eight new social workers, counselor, psychologists, and vision teacher.

### FOIA Request

Mrs. Armour reported that we received a FOIA Request on May 30, 2018 from James Bachman, Illinois Retired Teachers Association. The request was for names and district emails of teachers retiring in current year. The information was sent on June 14, 2018.

Mrs. Armour reported that on June 12, 2018 Scott Doerr sent a FOIA Request for all correspondence (emails, notes, phone conversations, etc.) in the last 3 months between herself and Merry Rhoades or any associate that works for Tueth Keeney. The information was sent on June 15, 2018.

Mrs. Armour reported another FOIA Request was received on July 11, 2018 from Jill Wright, MCCSEA president, requesting names of certified staff who submitted letters of intent to retire since 2014. The information was sent on July 16, 2018.

Mrs. Armour reported that on July 25, 2018 we received a FOIA Request for Review to the Public Access Bureau by Scott Doerr. The response was sent to Marie Hollister, Assistant Attorney General Public Access Bureau, on August 3, 2018.

### Reorganization Steering Committee Report

Mrs. Armour reported that the Steering Committee met on May 16, June 11, June 25, July 23, and postponed the meeting set for Aug. 3. Mr. Hopper reported that when negotiations were held a couple of years ago with the MCCSEA organization, he and Mr. Kelly informed them that it may be the last time we would meet with them to negotiate a contract as we are looking to make changes in the future. Mr. Hopper referred members to two charts included in their materials. One is a view of how Mid-State currently is structured and the second one is a proposal of how Mid-State may look in the 2019-2020 school year. Instead of having different regions, the structure would be simplified to a centralized or decentralized approach to one Mid-State. A district that is in a position to employ some of their own staff would easily be able to do so like the districts in Bond and Fayette. Part of this new process will be allowing staff to have a voice so that they can provide input on how to help make things better throughout Mid-State. Mr. Hopper noted that he sees all staff as a family, and he has already reached out to different staff members of Mid-State for input. Mr. Hopper will be representing all 16 district superintendents this Friday by welcoming Mid-State Central staff and thanking them for all they do as well as letting everyone know that any suggestion they have regarding the changes to Mid-State are welcomed.

### UNFINISHED BUSINESS

Mrs. Armour referenced PRESS Policy Issue 97 as well as additional dated policies that have been reviewed and are being presented for a second reading and approval:

- Policy 2:260 Uniform Grievance Procedure
- Policy 4:40 Incurring Debt

- Policy 5:20 Workplace Harassment Prohibited

A motion made by Dr. Fuerstenau and seconded by Dr. Schuchman to approve the policy revisions, carried by a roll call vote of 15 yeas, 0 nays.

Mrs. Armour reported that the revised Mid-State Special Education Eligibility Criteria was provided in the advanced board packet. Mrs. Armour recognized and thanked Brandy Buske who collaborated with a core group of psychologists, Kristy Haston, Lauren Assalley, and Amanda Cunningham, on this project. Input was also sought from all of the disciplines who complete evaluations and are part of the team determining eligibility for students as well as our attorney.

A motion made by Mr. Graham and seconded by Dr. Fuerstenau to approve the Mid-State Eligibility Criteria for use in all member districts beginning in the 2018-19 school year, carried by a roll call vote of 15 yeas, 0 nays.

Mrs. Michelle Rexroad provided a summary of the FY19 Proposed MSSE Central Budget & Consolidated Budget. Mrs. Rexroad reported that the Mid-State budget has an overall increase of .43% of revenue and .42% increase of expenditures. Due to having unfilled program coordinator, social work, and teacher of the visually impaired positions, it was decided to continue to budget for those positions. Therefore, there is a slight increase in the Mid-State assessment. Legal expenses were also increased by \$25,000.00 due to the costs related to reorganization. Preschool increased at .217% and that is due to how funds are flowing to the regions. IDEA was increased .709% and most of that is either flowing to the districts or regions. There is also an increase in travel due to staff spending more time traveling between schools, an increase in cost for fingerprint checks being completed, and an increase due to the part-time assistance of the former comptroller.

A motion made by Mr. Powell and seconded by Ms. Ritter to approve the Proposed FY19 Mid-State Special Education budget and the consolidated budget, carried by a roll call vote of 15 yeas, 0 nays.

#### NEW BUSINESS

The Resolution to Prohibit Sexual Harassment along with the attached revised policy *5:20 Workplace Harassment Prohibited* was presented for adoption to comply with a legal requirement.

A motion made by Mr. Graham and seconded by Mr. Phillips to approve the Resolution to Prohibit Sexual Harassment, carried by a voice vote of 15 yeas, 0 nays.

#### EXECUTIVE SESSION

None

#### ACTION ON BUSINESS ITEMS

A motion made by Dr. Schuchman and seconded by Mr. Meister to recommend accepting the resignations of Karen Baker, Maggie Kuykendall and Elizabeth Howley all effective with the completion of contractual days worked for the 2017-18 school year, carried by a voice vote of 15 yeas, 0 nays.

A motion made by Dr. Olson and seconded by Mr. Lamkey to approve the full-time employment of Dina Payne and Lisa Cacciatori, school social workers, as presented, beginning in the 2018-19 school year pending successful completion of all state and local employment requirements, carried by a roll call vote of 15 yeas, 0 nays.

A motion made by Mr. Graham and seconded by Dr. Schuchman to recommend the employment of part-time licensed and support staff, as presented for the 2018-19 school year pending successful completion of all state and local employment requirements, carried by a roll call vote of 15 yeas 0 nays.

A motion made by Dr. Fuerstenau and seconded by Dr. Garrison to recommend approving a 12 week leave, as presented, for Casey Matheson beginning September 4, 2018, carried by a roll call vote of 15 yeas, 0 nays.

A motion made by Dr. Schuchman and seconded by Mr. Lamkey to recommend that the April 18 closed session meeting minutes remain closed, carried by a roll call vote of 15 yeas, 0 nays.

DISCUSSION

The next Executive Committee Board meeting is scheduled for Wednesday September 19, 2018, at 10:00 a.m. at the Mid-State office in Morrisonville.

ADJOURNMENT

A motion made by Mr. Graham and seconded by Dr. Olson to adjourn the meeting at 10:37 a.m.

Respectfully submitted,

Mrs. Vickie Throne, Executive Secretary

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Secretary

\_\_\_\_\_  
Date